

CHARTER

CRIMINAL JUSTICE INFORMATION SERVICES ADVISORY POLICY BOARD

A. Official Designation

This Charter relates to the Criminal Justice Information Services (CJIS) Advisory Policy Board, referred to herein as the Board

B. The Board's Objectives and Scope of Activity

To recommend general policy to the Federal Bureau of Investigation (FBI) with respect to the CJIS Division's philosophy, concept, and operational principles. The programs operated under the CJIS Division's umbrella include the Integrated Automated Fingerprint Identification System, Law Enforcement National Data Exchange, Law Enforcement Online, National Crime Information Center, National Instant Criminal Background Check System Uniform Crime Reporting, and other systems and programs administered by the CJIS Division as determined by the FBI Director

To review and consider rules, regulations, and procedures for the operation of CJIS systems and programs. The scope of such reviews will include the use of the CJIS systems to promote national security such as the exchange of biographic and biometric information on known and suspected terrorists and the broadcast of National Alert System messages over the Law Enforcement Online

To consider the operational needs of criminal justice agencies from CJIS systems in light of public policy; national security; and local, state and federal statutes.

To review and make recommendations regarding security and privacy aspects of CJIS systems

To recommend standards for participation by criminal justice agencies in CJIS programs.

C. Duration

period of time necessary for the Board to carry out its purpose is indefinite

This Charter expires two years from its effective date and is subject to renewal

D. Reporting

The Board shall report to the Director of the FBI or the Director's designated appointee

E. Support Services

FBI will provide all the necessary support services for the Board

F. Duties

The duties of the Board are advisory and are to carry out the objectives listed in Section B of this Charter

overall advisory process and structure will include four regional Working Groups and a Federal Working Group, made up of state, local, and federal agency representatives, which will provide information and recommendations to the Board on technical and operational issues to assist the Board in carrying out its duties

Board Chairman also may appoint Ad Hoc Committees, with FBI approval, to assist the Board in carrying out its duties

G. Annual Operating Costs

The estimated annual operating costs of the Board, including its Working Groups and Ad Hoc Committees, are expected to be approximately \$1,905,604. These costs involve eleven and sixth tenths workyears of support services and the expenses of members to attend meetings

H. Meetings

The Board generally will meet twice each year at approximately six-month intervals. The Board meetings will be open to the public unless determined otherwise by the Designated Federal Officer (DFO). Working Groups generally will meet twice annually and will be closed to the public. Ad Hoc Committees will meet based on a schedule agreed to by the Chairman of the Board and the DFO.

I. Establishing Authority

Establishment of the Board was approved by the Director of the FBI in March 1994 to ensure appropriate input from state, local, and other federal agencies in the operation of the FBI's CJIS systems

J. Delegation of Authority to Appoint Members

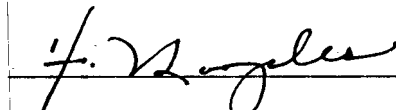
Authority to appoint members of the Board is hereby delegated to the Director of the FBI

K. Termination Date

The Board's termination date is two years from the date of the Charter and is subject to renewal

L. Date of Charter

The date of the Charter is February 23, 2007


Alberto R. Gonzales
Attorney General

STATEMENT OF JUSTIFICATION

I. Purpose

The Criminal Justice Information Services (CJIS) Advisory Policy Board (the Board) was established to provide to the Director of the Federal Bureau of Investigation (FBI) with general policy advice with respect to the philosophy, concept, and operational procedures of programs administered by the FBI's CJIS Division. These programs include the Integrated Automated Fingerprint Identification System (IAFIS), Law Enforcement Online (LEO), National Crime Information Center (NCIC), National Instant Criminal Background Check System (NICS), Uniform Crime Reporting (UCR), Law Enforcement National Data Exchange (N-DEX), and other systems and programs administered by the CJIS Division as determined by the FBI Director.

II. Uniqueness of the CJIS Board

The Board's work will not duplicate any FBI function, as the information supplied by the Board cannot be obtained from sources within the FBI. The primary users of the CJIS Division's systems are state and local law enforcement agencies. The Board's composition will guarantee user input regarding procedures and policies, and the Board's recommendations are made only after all sides of an issue are presented.

The establishment of this Board and its user advisory process will provide an integrated approach to all information systems and programs managed by the FBI's CJIS Division.

III. Membership

The Board's membership is to be selected in a manner intended to ensure representation by a fair cross section of the agencies affected by CJIS programs. The Board's members must be active stakeholders in the CJIS Division's systems. In addition, the manner of selection ensures the representation of all regions of the country.

All members of the Board will be appointed by the Director of the FBI. State and local agency representatives will be nominated from each of the four CJIS regions (i.e., Northeastern, North Central, Southern, and Western). Other members will be selected and appointed by the FBI Director from the judicial, prosecutorial, and correctional sectors of the criminal justice community, as well as one individual

III. Membership (Continued)

representing a national security agency. These can represent any level of government. One member from a federal agency will be nominated by federal agencies participating in the CJIS Division's systems. The remaining members will be representatives of and nominated by criminal justice professional associations: the American Probation and Parole Association, American Society of Crime Laboratory Directors, International Association of Chiefs of Police, National District Attorneys Association, National Sheriffs' Association, Major Cities Chiefs' Association, and Major County Sheriffs' Association. In addition, a representative from a national professional association representing the courts or court administrators will be nominated by the Conference of Chief Justices. The above representation provides for a balanced membership from the criminal justice community. There will be no discrimination on the basis of race, color, national origin, religion, sex, age, sexual orientation, or parental status.

IV. Budget and Resources

All annual operating costs will be paid from the FBI's budget

Members, while engaged in the performance of their duties away from their regular places of business, may be allowed travel expenses, including a per diem rate for food, lodging, and tips. The per diem rates are regulated by the General Services Administration. In no instance will members be compensated for their time at the meetings.

Meetings of the Board will generally be held twice during each calendar year. Working Groups (four regional and one federal) will also generally meet twice annually. Ad Hoc Committees will meet on an as-needed basis, agreed to by the Board and the FBI. The annual operating costs, which include CJIS Division staff support costs, travel, per diem, supplies, and miscellaneous items, are estimated to be \$1,905,604 per calendar year.

V. Designated Federal Officer

The Designated Federal Officer shall be designated by the FBI Director.

VI. Benefit

The experience and expertise of each Board member will greatly contribute to the quality of the recommendations made to the Director of the FBI. These recommendations will enable the FBI to be more responsive to the needs of local and state law enforcement and to promote national security. Board participation in the management of the CJIS Division's systems will help ensure that needless burdens are not imposed on the law enforcement community and augment the value of these systems by recommending new policies and procedures beneficial to all criminal justice users of the data.